

Supporting Statement for a Request for OMB Review under  
the Paperwork Reduction Act

Polychlorinated Biphenyls (PCBs): Use in Electrical Equipment and  
Transformers

1. IDENTIFICATION OF THE INFORMATION COLLECTION

1(a) Title and Number of the Information Collection

Polychlorinated Biphenyls (PCBs): Use in Electrical Equipment  
and Transformers; EPA ICR #1000; OMB No. 2070-0003.

1(b) Short Characterization

Inspection and recordkeeping requirements applicable to this ICR include a visual inspection of each PCB Transformer in use or stored for reuse once every three months at most, and a reduced visual inspection frequency of at least once every 12 months for PCB Transformers that utilize certain risk reduction measures. Records of inspection and maintenance history must be maintained for PCB Transformers for at least three years after disposal of the transformers and the records must be available for inspection, upon request, by EPA.

The records maintained under these inspection requirements must contain the following information: (1) the PCB Transformer location; (2) the date of each visual inspection and the date any existing leaks are discovered; (3) the person performing the inspection; (4) the location of any leaks; (5) an estimate of the amount of dielectric fluid released from any leak; (6) the date of any clean-up, containment, repair or replacement; (7) a description of any clean-up, containment, or repair performed; and (8) the results of any containment and weekly inspection required for uncorrected active leaks.

These records are used by the owners of the PCB Transformers to indicate whether leaks have occurred in their PCB Transformers and to help identify problem equipment. According to the Agency's records, at the time the PCB Electrical Equipment Rule was promulgated (August 25, 1982), this information was not available on an industry-wide basis.

2. NEED FOR AND USE OF THE COLLECTION

2(a) Need/Authority for the Collection

Section 6(e) of the Toxic Substance Control Act (TSCA) (15 USC 2605) generally prohibits the manufacture, processing, distribution in commerce and use of polychlorinated biphenyls (PCBs) after July 2, 1979. EPA has authority, however, to allow a use to continue if it determines that the use will not present unreasonable risks to

public health and the environment. In the case of regulating PCB electrical equipment, a series of rules has been promulgated since the 1978 prohibition on the use of PCBs (see 40 CFR part 761).

## 2(b) Practical Utility/Users of the Data

The reporting requirements were imposed by EPA to ensure the National Response Center (NRC) is informed immediately of PCB Transformer fire-related incidents. PCB Transformer fires generate hazardous dioxins and furans, substances many times more toxic than PCBs. The recordkeeping requirements are used to document the electrical equipment owners' use, location and condition of PCB equipment. EPA inspectors use this recorded information in a similar fashion. All of the reporting and recordkeeping requirements are minimal and are essential to prevent adverse effects to human health and the environment from leaks or spills of PCB dielectric fluids or from potential exposures to dioxins and furans during transformer fires. Also, since the PCB regulations reflect the PCB program's philosophy of decentralization of program responsibilities to Regions and States, it is essential to implement a strong system of oversight to ensure that national goals and objectives are being met. Without such recordkeeping safeguards, EPA will not be able to fulfill its responsibility of preventing unreasonable risk to human health and the environment under TSCA.

## 3. THE RESPONDENTS AND THE INFORMATION REQUESTED

### 3(a) Respondents/SIC Codes

The requirements of this ICR apply to any owner of PCB Transformers used in industry, utilities, and government and private buildings, which potentially include most SIC Codes.

### 3(b) Information Requested

#### (i) Data Items

The following are the reporting and recordkeeping requirements from the current regulations found in 40 CFR 761.30:

1. PCB Transformer owners must report any fire-related incidents immediately to the National Response Center, 40 CFR 761.30(a)(1)(xi)

2. Recordkeeping data from PCB Transformer inspections must be maintained for at least three years after disposing of the transformer, 40 CFR 761.30(a)(1)(xii); the data elements include:

- (1) the PCB Transformer location;

- (2) the date of each visual inspection and the date any existing leaks are discovered;
- (3) the person performing the inspection;
- (4) the location of any leaks;
- (5) an estimate of the amount of dielectric fluid released from any leak;
- (6) the date of any clean-up, containment, repair or replacement;
- (7) a description of any clean-up, containment, or repair performed; and
- (8) the results of any containment and weekly inspection required for uncorrected active leaks.

The following notification requirements were imposed by the PCB Transformer Fires Rule Amendment of July 19, 1988. Items 1-3 reflect one-time information collection requirements that were to be completed no later than October 1, 1990. Since the deadline for compliance with these requirements has passed, no calculation of burden for these activities will be reflected in this renewal of the information collection.

- 1) Installation of PCB Transformers in emergency situations, 40 CFR 761.30(a)(1)(iii)(B)(1)
- (2) Installation of PCB Transformers for the purpose of reclassification, 40 CFR 761.30(a)(1)(iii)(C)(1)
- (3) Use of lower secondary voltage network PCB Transformers in or near commercial buildings without enhanced electrical protection beyond October 1, 1990, 40 CFR 761.30(a)(1)(iv)(C)
- (4) Mineral oil transformers thought to be less than 500 ppm. but testing at greater than 500 ppm. must comply with recordkeeping requirements by notifying fire response personnel, 40 CFR 761.30(a)(1)(xv)(D)

No deadline is associated with item #4 other than notification is required when and if a Transformer originally thought to contain PCBs at less than 500 ppm. is subsequently tested and found to contain PCBs at 500 ppm. or greater.

#### (ii) Respondent Activities

The following activities must be conducted in order to fulfill the reporting, inspection, and subsequent recordkeeping requirements:

(1) gather (i.e., conduct inspections) and record information;

(2) provide emergency fire notification; and

(3) file and maintain data.

4. THE INFORMATION COLLECTED -- AGENCY ACTIVITIES, COLLECTION  
METHODOLOGY, AND INFORMATION MANAGEMENT

#### 4(a) Agency Activities

Agency activities are focused on inspecting facilities and producing the accompanying inspection reports. This includes conducting the actual inspection, preparing the preliminary report, reformatting the report, reviewing and inputting the inspection data, and indexing and filing the inspection data.

#### 4(b) Collection Methodology and Management

Once the inspection report is complete, it is passed on to a case development officer who reviews the report to determine whether a violation has occurred. If there is no violation, the report is filed at the regional level. If a violation is found, the case is reviewed, a complaint is issued and a final order is drafted. Regardless of whether a violation is found, the inspection reports are inputted into the FIFRA/TSCA Tracking System (FTTS) at Headquarters. This is a mainframe that is linked to a system in Research Triangle Park (RTP). Data quality is checked through annual Regional reviews and the public can access the data through the public docket, either in person or through a Freedom of Information Act Request (FOIA).

#### 4(c) Small Entity Flexibility

In general, the recordkeeping and inspection requirements are less burdensome than would otherwise have been encountered if an immediate ban on PCB-containing transformers had been imposed. Small businesses are not exempt from the PCB restrictions under TSCA. However, the vast majority of PCB Transformers subject to these requirements are located in large industrial and utility locations. Very few small businesses are likely to own PCB Transformers. The burden cannot be further minimized.

#### 4(d) Collection Schedule

There is no formal schedule for the collection of this information; it need not be sent to the Agency. Agency inspections, however, are typically conducted on an annual basis or based on a tip or complaint.

## 5. NON-DUPLICATION, CONSULTATIONS, AND OTHER COLLECTION CRITERIA

### 5(a) Non-Duplication

In TSCA section 6(e), Congress mandated the responsibility of regulating PCBs to EPA. The recordkeeping and inspection requirements addressed in this ICR are not known to be duplicative of any other Federal Agency legislation.

### 5(b) Consultations

The recordkeeping requirements of this ICR include those of the series of rules pertaining to PCB Transformer use. Therefore, the cumulative consultations include agencies such as Department of Agriculture, U.S. Department of Health and Human Services, and the Small Business Association. For information regarding the numbers of transformers subject to the requirements, EPA consulted Edison Electric Institute, Equitable Life Assurance and the Building Owners and Managers Association. As a result of the promulgated amendments to the original Electrical Equipment Rule, consultations with various organizations and agencies has been an on-going process. Some of those contacted include Putnam, Hayes and Bartlett, Inc., Resource Planning Corp., ICF, Inc., and various utility companies. Finally, a notice of the submission of this ICR to OMB will be published in the Federal Register and the renewal justification will be available for public review and comment. EPA will address and incorporate, as appropriate, any information that is received from the public comment process.

### 5(c) Effects of Less Frequent Collection

Inspections and recordkeeping are required of PCB Transformer owners for the detection of leaks, spills and equipment failure and for the prevention of fire-related incidents, all of which can pose potential risk to utility workers, commercial building occupants, fire response personnel, clean-up crews, to the general public, and to the environment at large.

If the inspection information were maintained on a less frequent basis, leaks could go undetected, resulting in environmental contamination and/or equipment failure. An inspection and recordkeeping program also keeps company personnel informed and alert to the potential impacts of PCBs discharged from electrical equipment.

The requirements regarding installation of PCB Transformers in emergency situations or for the purposes of reclassification and also for the notifications from owners who elect not to install enhanced electrical protection on lower voltage secondary transformers were only one-time notifications that were to be completed by October 1, 1990.

### 5(d) General Guidelines

The recordkeeping requirements are consistent with the Paperwork Reduction Act Guidelines.

#### 5(e) Confidentiality and Sensitive Questions

##### (i) Confidentiality

Since the recordkeeping and notification requirements of this ICR relate to the physical equipment of PCB Transformers and not any chemical formulas, the information is not of a confidential nature.

##### (ii) Sensitive Questions

EPA will ask no questions of a sensitive nature.

### 6. ESTIMATING THE BURDEN AND COST OF COLLECTION

#### 6(a) Estimating Respondent Burden

The total number of recordkeeping hours is estimated at 19,950 hours for the Electrical Equipment inspections, 6 hours for emergency fire notifications, and 4,950 hours to file and maintain the data.

The estimate for the average number of hours per recordkeeping response is derived from a study by the Edison Electric Institute (EEI) for the August 25, 1982 Electrical Equipment Rule. This estimate is adjusted to account for both the distribution system equipment and the electrical system equipment. The average for inspection and recordkeeping was estimated in the EEI study to be 8 minutes (or 0.133 hours). Roughly 2 minutes (0.033 hours) will be required to file and maintain the data generated by these inspections.

The Regulatory Impact Analysis for the PCB Notification and Manifesting rule (February 22, 1988) estimated that there were over 350,000 transformers greater than or equal to 500 ppm PCB. Data that EPA has received from disposers of PCB waste indicates that approximately 25,000 such transformers are disposed of on average each year. Therefore, over the last eight years approximately 200,000 transformers have been disposed of leaving 150,000 which would be subject to the recordkeeping provisions detailed above. After contacting the NRC, EPA was informed that over the past two years the average number of emergency fire notifications was six per year.

#### 6(b) Estimating Respondent Cost

##### Worksheet 1: Annual Respondent Burden/Cost Estimates

<u>Collection Activities</u>	<u>Burden Hours (per year)</u>	<u>Hrs./Cost</u>
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	Mgmt. @\$60	Tech. @\$43	Cler. @\$22
Inspect/Recordkeeping		.133	.133/\$43 (\$5.72)
Emergency Notification		1.0	1.0/\$43
File and Maintain Data			.033 .033/\$22 (\$0.73)
Annual Burden: Hr. Total(.133) x # of Resp. (150,000)=19,950 hrs.			
Hr. Total (1.0) x # of Resp. (6) = 6 hrs.			
Hr. Total(.033) x # of Resp. (150,000)= 4,950 hrs.			
<u>Total Hours:</u>			<b>24,906 hrs.</b>
Annual Cost: Cost Total (\$5.72) x #of Resp.(150,000) = \$858,000			
Cost Total (\$43) x # of Resp. (6) = \$ 258			
Cost Total (\$0.73) x # of Resp.(150,000)= \$109,500			
<u>Total Cost:</u>			<b>\$967,758</b>



6(c) Estimating Agency Burden and Cost

The estimated annual cost to the government to conduct the inspections concerning this ICR is approximately \$512,000. This estimate is based upon (1) the average number of use inspections conducted annually (500); (2) the time required per inspection which equals 4 total days; and (3) the average inspector's salary as a GS-12 (with an hourly rate of \$33.50 (rounded to \$34.00) based on the January 1996 salary schedule).

Worksheet 2: Annual Agency Burden/Cost Estimates

<u>Collection Activities</u>	<u>Burden Hours (per year)</u>			<u>Cost</u>
	Mgmt. @\$51	Tech. @\$34	Cler. @\$18	
1. Inspection		12		\$408
2. Preliminary Report		8		\$272
3. Reformat Report		4		\$136
4. Review/Input Data		4		\$136
5. Index/File Data		4		\$ 72
TOTAL:	0	28	4	\$1,024
AGENCY BURDEN: Hr. Total (32) x # of Inspec. (500)= 16,000 hrs				
AGENCY COST: Cost Total (\$1,024) x # of Inspec. (500)= \$512,000				

6(d) Bottom Line Burden and Costs

## (i) Respondent Tally

## Annual Respondent Burden:

	(Mgmt. Hrs.	+ Tech. Hrs.	+ Cler.) Hrs.	x Total # Respond.	= Total Hours
Inspection/ Recordkeeping:	(0	+ 0.133	+ 0.033)	x 150,000	= 24,900
Emergency Notification:	(0	+ 1.0	+ 0.0 )	x 6	= 6
<b>TOTAL HOURS:</b>					<b>= 24,906</b>

## Annual Respondent Cost:

	(Mgmt Hrs.	+ Tech Hrs.	+ Cler) Hrs.	x Total # Respond.	= Total Hours
Inspection/ Recordkeeping:	(0	+ 0.133	+ 0.033)	x 150,000	= \$ 967,500
Emergency Notification:	(0	+ \$43	+ 0 )	x 6	= \$ 258
<b>TOTAL COST:</b>					<b>= \$ 967,758</b>

## (ii) Agency Tally

## Annual Agency Burden:

Composite Hrs/Inspection	x # of Inspections	= Total Hrs
32	x 500	= 16,000

## Annual Agency Cost:

Composite Cost/Inspection	x # of Inspections	= Total Cost
\$1,024	x 500	= \$512,000

## (iii) The Complex Collection

Not applicable; this is not a complex collection.

## (iv) Variations in the Annual Bottom Line

No significant variations are anticipated.

6(e) Reasons for Change in Burden

The decrease in the inspection and recordkeeping burdens is due to the fact that EPA estimates that there are 50,000 less transformers to be inspected. The 1988 Regulatory Impact Analysis for the PCB Notification and Manifesting rule (February 22, 1988) estimated that there were over 350,000 transformers containing PCBs at a concentration greater than or equal to 500 ppm. Data that EPA has received from disposers of PCB waste indicates that approximately 25,000 such transformers are disposed of annually. Therefore, over the last eight years, approximately 200,000 transformers have been disposed of, leaving 150,000 which would be subject to the recordkeeping provisions detailed above.

6(f) Burden Statement

The public reporting and recordkeeping burden for complying with this collection of information is estimated to average 0.166 hours per response annually, including the time needed to review instructions; develop, acquire, install and utilize technology and systems for the purpose of collecting, validating, verifying information, processing and maintaining information and disclosing and providing information; adjust the existing ways to comply with any previous applicable instructions and requirements; train personnel to be able to respond to a collection of information; and transmit or otherwise disclose the information. Send comments regarding this burden estimate, or any other aspect of this collection, to Chief, Information Policy Branch, M/S-2136, Environmental Protection Agency, 401 M St., SW, Washington, DC 20460; and to Paperwork Reduction Project (OMB #2070-0003), Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.